



BECOME A YU STUDENT EMPLOYEE

- 1) Contact the department for which you would like to work (see next page for list of departments that hire students).
- 2) If the department agrees to hire you, they will send you a link to apply for the job.
- 3) Apply using the link sent by the department and reply to all once you have done so. Human Resources will email you the necessary hire forms within 48 hours.
- 4) Meet with Human Resources. Bring the completed forms and original identification for the I-9 form.

NOTE: YOU MAY NOT BEGIN WORKING WITHOUT COMPLETING THIS STEP.

- 5) Payroll Services will contact you on how to record your hours and get paid.

Questions? Call 646-592-4335

- **Need to find out if you are eligible for Work Study?**
Email studentaid@yu.edu; call 212-960-5399 or visit <http://yu.edu/osf>
- **International Students:** If you do not have a social security number please contact:
Jennifer Golden, MA
International Student and Scholar Advisor
646.592.4203 phone (Wilf Campus)
<http://yu.edu/student-life/resources/international/resources/>

HR Office Information

Wilf Campus

Belfer Hall 8th Floor
2495 Amsterdam Avenue

*We're the first office right as you get off the elevator

Monday, Tuesday, Wednesday and Thursday between 12 - 1 pm & 4 - 5 pm

Beren Campus

215 Lexington Avenue; 6th floor

*A HR Representative will be on the Beren Campus:

Fridays (when classes are in session) from 9:30am - 1:30pm.

DEPARTMENTS THAT HIRE STUDENTS

Department	Campus	Contact Name	Contact Email
Shabbat Waitstaff	Wilf	Mr. Zvi Teitelbaum	zvi.teitelbaum@yu.edu
	Beren	Ms. Talia Molotsky	talia.molotsky@yu.edu
Dining Services-Cafeteria	Wilf	Ms. Cheryl Galloway Mr. Sam Chasan	cherolyn.galloway@yu.edu chasan@yu.edu
	Beren	Mr. Harvey Hofman	hhofman@yu.edu
Accounting/Finance	Wilf/ Beren	Ms. Dena-Rose Mercado	dmercado@yu.edu
Admissions	Wilf/ Beren	Ms. Chaviva Fisher	cfisher@yu.edu
Athletics	Wilf	Mr. Greg Fox Ms. Debra Soto	gregory.fox@yu.edu soto@yu.edu
	Beren	Mr. Greg Fox Ms. Carly Moss Ms. Debra Soto	gregory.fox@yu.edu carly.moss@yu.edu soto@yu.edu
Katz School	Wilf/ Beren	Ms. Maria Sukhanova	maria.sukhanova@yu.edu
Housing	Wilf	Mr. Natan Bienstock Mr. Jonathan Schwab	natan.bienstock@yu.edu jschwab@yu.edu
	Beren	Ms. Rachel Kraut Ms. Betty Kam	rkraut@yu.edu pkam@yu.edu
Library	Wilf	Ms. Christine Dalen	dalen@yu.edu
	Beren	Ms. Alice Weiss Ms. Christine Dalen	aweiss3@yu.edu dalen@yu.edu
ITS/ Media	Wilf/ Beren	Ms. Chris Ojar	chris.ojar@yu.edu
Office of Peer Tutoring	Wilf	Ms. Samantha Hitt Ms. Sara Schwartz	samantha.hitt@yu.edu sara.schwartz@yu.edu
	Beren	Ms. Jane Galland Ms. Meirah Shedlo	jgalland@yu.edu meirah.shedlo@yu.edu
Specific Research Positions and Teaching Assistant Positions	Wilf/ Beren	Contact professor of interest	
Sy Syms School of Business (includes peer tutors)	Wilf/ Beren	Mr. Judah Gavant Ms. Irene Krakhman	judah.gavant@yu.edu irena.krakhman@yu.edu
Packaging Center/ Mail Room	Wilf/ Beren	Mr. Marc Soto –Wilf Ms. Rachel Kraut -Beren	msoto@yu.edu rkraut@yu.edu
Cardozo (Undergraduate positions available)	Brookdale	Ms. Jacklyn Tavarez	tavarez@yu.edu
RIETS	Wilf	Mr. Chaski Naor	chaski.naor@yu.edu
YU High School for Boys	Wilf	Ms. Samantha Hitt	samantha.hitt@yu.edu
Career Services	Wilf/ Beren	Ms. Susan Bauer	susan.bauer@yu.edu
Facilities	Wilf	Ms. Norma Bayon-Spameni	spameni@yu.edu
Cardozo Special Events	Brookdale	Ms. Becky Odinsky	rebecca.odinsky@yu.edu
Research Assistant- Ferakuf Graduate School of Psychology	Resnick	Ms. Enna Korik	korik@yu.edu
IA and Alumni Affairs	Wilf	Ms. Andrea Levin	alevin1@yu.edu
Writing Center	Wilf	Ms. Samantha Hitt Ms. Lauren Fitzgerald	samantha.hitt@yu.edu fitzger@yu.edu
	Beren	Ms. Jane Galland Ms. Meirah Shedlo	jgalland@yu.edu meirah.shedlo@yu.edu
Wurzweiler School of Social Work	Wilf	Ms. Ariella Tomback	ariella.tomback@yu.edu
Resident Advisor	Wilf	Mr. Natan Bienstock	natan.bienstock@yu.edu
	Beren	Ms. Rachel Kraut	rkraut@yu.edu
Student Affairs- Madricha	Beren	Ms. Rachel Ciment	rciment@yu.edu
YU High School for Girls	YUHSG	Ms. Alisa Goldberger	goldberger@yuhsg.org